



SOLANO COUNTY TRANSIT

Technical Advisory Committee (TAC) Meeting Minutes January 4, 2012

I. CALL TO ORDER

The regular meeting of the TAC was called to order at approximately 2:35 p.m. in the Solano County Transit (SolTrans) Conference Room.

TAC MEMBERS PRESENT:	Nancy Whelan	SolTrans
	Liz Niedziela	Solano Transportation Authority
	David Kleinschmidt	City of Vallejo
	John Cerini	City of Vallejo

TAC MEMBERS ABSENT:	Melissa Morton	City of Benicia
	Bill Zenoni	City of Benicia
	Jeanine Wooley	SolTrans
	Judy Leaks	STA

SOLTRANS STAFF PRESENT:	<i>(In Alphabetical Order by Last Name)</i>	
	Suzanne Fredriksen	SolTrans
	John Harris,	SolTrans
	Consultant	
	Jim McElroy	SolTrans

OTHERS PRESENT:	None
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II. APPROVAL OF THE AGENDA

On a motion by David Kleinschmidt, and a second by Nancy Whelan, the SolTrans TAC unanimously approved the agenda.

III. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

IV. INTRODUCTION

1. Committee Formation Discussion

Jim McElroy, SolTrans Interim Executive Director, introduced the members of the TAC and outlined the duties and requirements as set forth in the SolTrans Joint Powers Agreement (JPA).

V. FINANCE ISSUES – OPERATIONS

A. Annual Operating Budget Review

Nancy Whelan, SolTrans Interim Chief Financial Officer, presented an overview of the SolTrans Board adopted Fiscal Year 2011-12 Budget. She highlighted key budget to actual findings, noting that the estimated actual revenue expenditures are within range of what is expected while fare revenue is slightly higher than expected. She also summarized the constrained scenario 5-year forecast.

Recommendation:
Informational.

VI. FINANCE ISSUES – CAPITAL

A. Grant Status

Nancy Whelan, provided a presentation of SolTrans' regional, state, and federal grant status, and highlighted several new and upcoming grant opportunities.

Recommendation:
Informational.

VII. SERVICE ISSUES

A. Short Range Transit Plan Overview

John Harris, Special Projects Manager and Consultant, presented an overview of the Short Range Transit Plan (SRTP). He outlined the purpose of the SRTP, as well as the status of its development, and reviewed key elements included in the draft operations plan.

Recommendation:
Informational.

B. Service Change Timeline

Jim McElroy, reviewed the proposed service change timeline, noting that it reflects a fairly standard approach to service changes.

Recommendation:
Forward a recommendation to the SolTrans Board to distribute the proposed service modification implementation timeline for public comment.

On a motion by David Kleinschmidt, and a second by Nancy Whelan, the SolTrans TAC unanimously approved the recommendation.

VIII. NEXT MEETING

IX. ADJOURNMENT

The meeting was adjourned at 4:00 p.m. The SolTrans TAC meets annually to review the budget and on an as-needed basis to review service changes. The next TAC meeting is to be announced.